NAVY PERSONNEL COMMAND

Bureau of Naval Personnel

ACTIVE OFFICER PROMOTIONS (PERS-80)

PERS-801

ACTIVE OFFICER SELECTION BOARDS

SECNAVINST 1420.1B

CRADLE TO GRAVE

Scope of Brief

- ACTIVE OFFICER STATUTORY BOARDS

- DOES NOT INCLUDE:
  - RESERVE BOARDS
  - ADMINISTRATIVE BOARDS
  - APPLICATION BOARDS
  - ENLISTED BOARDS

Statutory Selection Boards

How does the board process work?

Promotion Planning

Board Preparation

Record Review

Briefing/Voting

Officer Promotion Plan

- Completed by Promotion Planners in Washington (N-13) with input from community managers
  - a 5-year plan used to estimate end strength requirements and promotion opportunities
  - only current year is fixed – out years subject to change as needed to manage end strength
- Percentage to Select by Pay Grade and Board
  - (URL, EDO, HR, DC, MSC, SC, CHC, etc)

The Process (Washington)

Promotions are function of strength by grade based on:

- Legal Limit:
  - DOPMA Grade Table - Limits the number of CAPT/CDR/LCDRs based on total officer strength
  - No DOPMA limits on Medical and Dental Corps
- Vacancies:
  - Promotions, Retirements, Separations
- Requirement

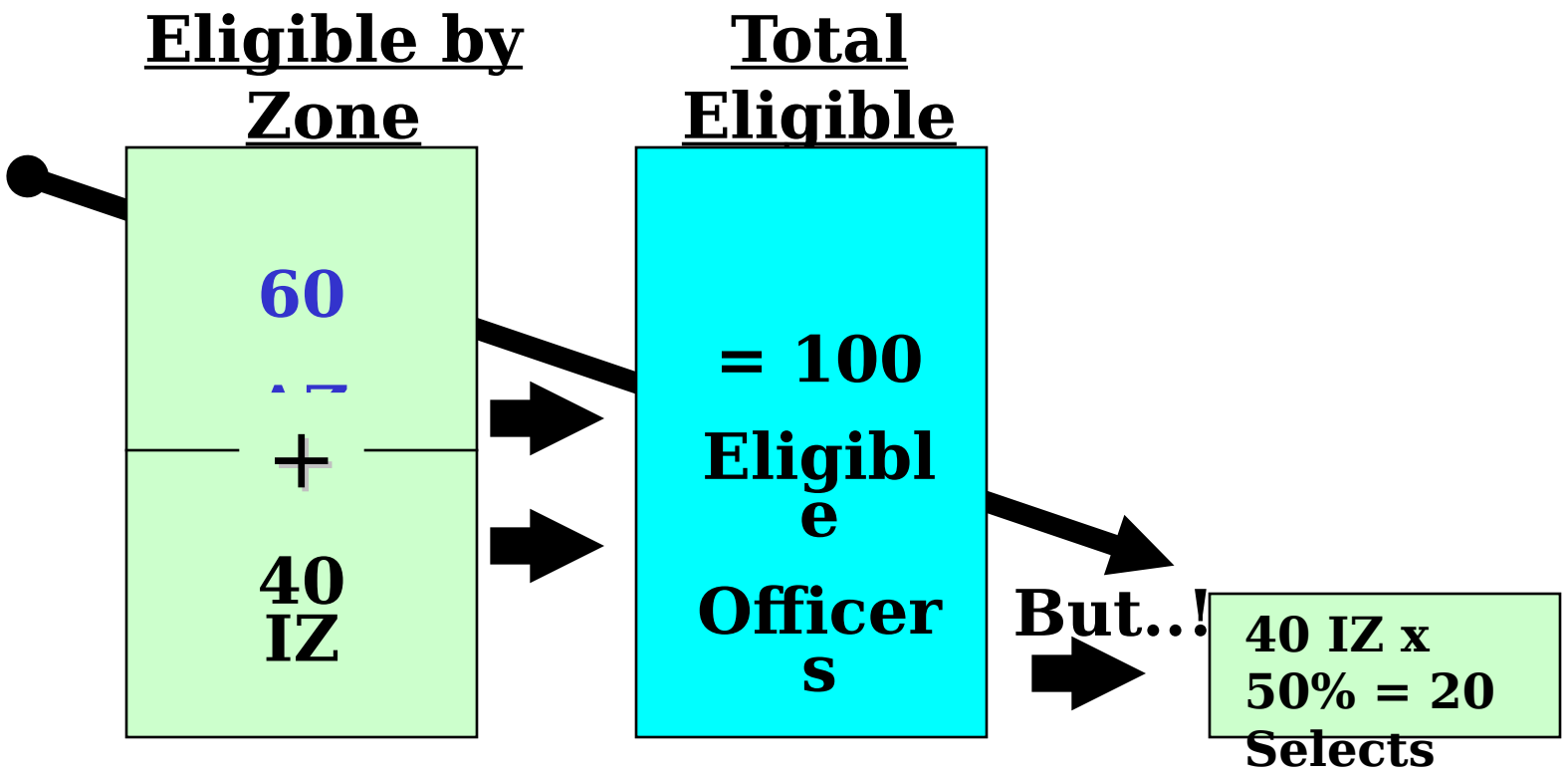
Promotion Zone

- Goal (The Law) - provide relatively similar opportunity over a five year period
- Promotion Zone is the size of the population considered to fill projected requirement
  - **Composition of the zone is determined by lineal seniority**
  - Independent of Year Group
- Zone size is a function of promotion opportunity
  - Greater opportunity = smaller zone

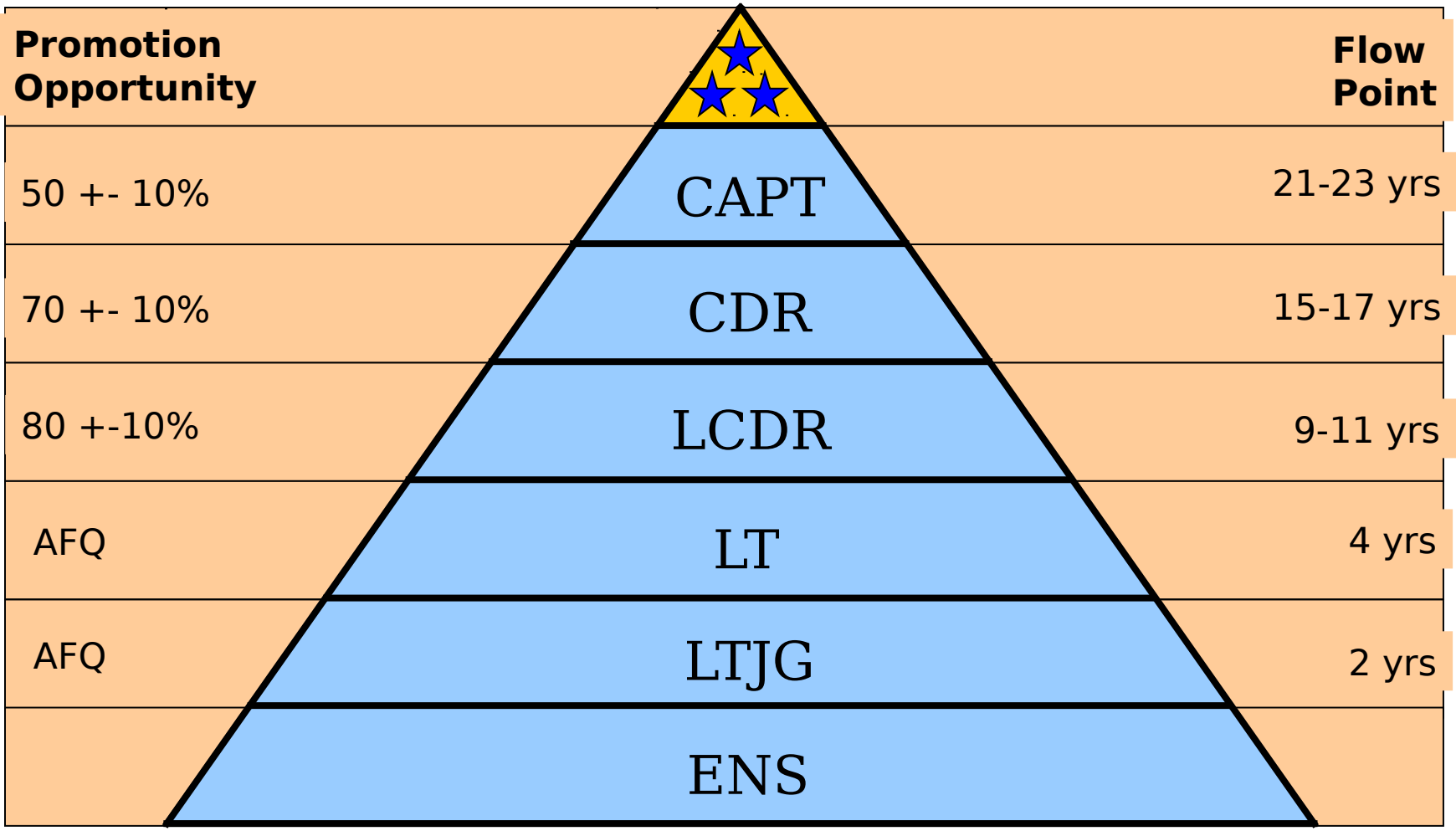
Promotion Opportunity

- **Opportunity:** "**Chance**" of selection (determines zone size)
- **Selection Rate**: % of all officers selected for promotion
  - Max. number of selects based on authorized % from in the zone
  - Includes officers selected from above/in/below the zone
  - Max Below Zone Legal Limit: 15% / Navy Policy 10%
  - Above Zone: No limit
- **Flow Point**: Average years of service when an officer is promoted (paid) to the next grade.

Promotion Opportunity



DoD Parameters



Promotion Zone Size

- Zones are five year estimates
  - Only the current year zone size is firm
- Why does the zone size change?
  - Changes in requirements and vacancies
  - Estimating losses is a challenge
  - Change in total number of officers allowed by grade (DOPMA changes)
  - Meeting the goal/law of “relatively similar opportunity” over a five year period

Officer Promotion Plan: When Am I Eligible?

- Promotion plan is basis for **ZONE NAVADMIN** (always comes out in December - 30 days prior to first board)

- FY08 Zone Msg is NAVADMIN 341/06.

- Based on your Date of Rank and Lineal Number

  (available on BUPERS ACCESS or BUPERS ONLINE websites, Naval Register also)

Pre-board (Millington)

- **Execute Promotion Plan**
- Verify Eligibility: *Constantly changing*
- Computer Continuity Check of Regular FITREPs
- PRECEPT routed to SECNAV's office
- Membership / Assistant Recorders
  - Volunteer through detailer

Board Recorder Week

STARTS ONE WEEK PRIOR TO BOARD

- Manual Reviews *(DONE AS A COURTESY TO ELIGIBLE!)*
  - Regular Fitreps for the last five years
  - Check that OSR/PSR accurately reflects fitrep grades and awards
  - Verify Awards / Education
- Messages sent for missing fitreps only!

YOUR PERFORMANCE IS UNKNOWN IF YOUR RECORD IS NOT UP TO DATE!!!

Officer/Performance Summary Record (OSR / PSR)

- Annotated to Identify:
  - **Joint Officers (JSO, JCS, OJT)**
  - **Acquisition Professionals (AP)**
  - **SECNAV Approved Resignations (Voluntary)**
  - **SECNAV Approved Retirements (Voluntary)**
  - **Fiche 5 Now Field Code 17**
  - **Letter to Board**
  - **Zone (AZ, IZ, BZ)**

Board Correspondence
(Up to Board convening date)

Letter to Board:

- Addressed to Board President from eligible officer
  - May include anything eligible officer feels should be included in board deliberations. Use discretion!!!
- Normally used to forward Letters of Recommendation

Fitness reports (usually included in Letter to Board)

- Validated by appropriate NPC authority

No third party correspondence

Typical Board Flow

- Members report
  - Review Precept
  - Take Oaths
  - Recorders Admin remarks and briefings
- Members split into specific boards
- Members review and grade records in boardrooms
- Members brief and vote records in tank
- Review, grade, brief and vote until number of tentative selects equal the number authorized.

Competitive Categories (Line)

UNRESTRICTED LINE (110X/111X/112X/113X/ 114X/13XX

RESTRICTED LINE Human Resources(120X)

- Engineering Duty (14XX)
- Aerospace Engineering (Engineering) (151X)
- Aerospace Engineering (Maintenance) (152X)
- Information Professional (160X)
- Information Warfare (161X)
- Intelligence (163X)
- Public Affairs (165X)
- Foreign Area Officer (17XX)
- Oceanography(180X)

LIMITED DUTY Limited Duty (Line) (6XXX)

Competitive Categories (Staff)

STAFF	Medical Corps (210X) Dental Corps (220X) Medical Service Corps (230X) Judge Advocate General Corps (250X) Nurse Corps (290X) Supply Corps (310X) Chaplain Corps (410X) Civil Engineer Corps (510X)
LIMITED DUTY	Limited Duty (Staff) (65XX)

BOARD COMPOSITION

SECNAVINST 1401.3B

- Unrestricted Line (Minimum Criteria)
  - 5 Aviators (at least one - 1320)
  - 3 Surface
  - 1 Special Warfare (1130)
  - 1 Special Operation (1140)
  - 3 Submarine
  - 1 Joint Rep
  - 1 Acquisition Professional
  - Minority/Female Reps
  - 1 USNR Officer

BOARD COMPOSITION

- Restricted Line
  - 3 RL
  - 2 Surface, 2 Submarine, 2 Aviation
  - Joint, AP, Minority, Female, Reserve

- LDO
  - 4 LDO
  - 2 Surface, 2 Submarine, 2 Aviation
  - Joint, AP, Minority, Female

BOARD COMPOSITION

- STAFF CORPS:
  - 4 Community Members & 1 URL (minimum)
    - Chaplain Corps Boards 2 Chaplains and 5 URL
    - Flag Boards - majority is from URL
  - Minority, Female, Reserve (Except LDO)
  - Joint, AP (Supply, CEC Only)

PRECEPT LETTER

- Membership, Date, and Location
- Selection Standard
- Authorized Percentage to Select
- Show Cause Determination
- General Procedural Guidance
- Skills Guidance
- Equal Opportunity
- Board Reports
- Oaths

Appendix B
Skill Guidance

- Best and fully qualified to meet the needs of the Navy.
  - Proven excellence in operational environments
  - Performance in command (if applicable)
  - Demonstrated leadership, skill, integrity and resourcefulness
- Graduate Education / Specialty Training
- Clinical proficiency/skill and management skills
- Innovation and Retention Effectiveness

LDO Skill Guidance (EXAMPLE)

- There are shortages in the number of officers needed to meet Limited Duty Officer (Line) requirements in the categories of Surface Engineering (613X), Submarine Communications (629X), and Aviation Maintenance (633X). The board should give appropriate consideration to officers with these skills when selecting officers best and fully qualified to meet the needs of the Navy.

TITLE 10 PROMOTION POLICY OBJECTIVES

- *JCS* - **Officers who are serving on, or have served on, the Joint Staff are expected, as a group, to be promoted to the next higher grade at a rate not less than the rate of the same competitive category as officers who are serving on, or have served on, the headquarters staff**. (JCS ≥ OPNAV)
- *JDA* - **Officers who are serving in, or have served in, joint duty assignments (including JCS) are expected, as a group, to be promoted to the next higher grade at a rate not less than the rate for all officers of the same competitive category**. (OJT ≥ Board Average)

TITLE 10 PROMOTION REQUIREMENTS

- *General Rule* - An officer on the active-duty list may not be appointed to the grade of rear admiral (lower half) unless the officer has completed a full tour of duty in a joint duty assignment.
- *Joint Stamp* = Meets Title 10 (no waiver, currently serving in, waiver or Pre-’87 tour)

EXIT

100
75
50
25
0
RESET

GRADING / VOTING CRITERIA

BRIEFER ASSIGNS GRADE:

- 100 OR A ABSOLUTELY SELECT
- 75 OR B PROBABLY SELECT
- 50 OR C NOT SURE
- 25 OR D PROBABLY NOT
- 0 OR NO DO NOT SELECT

Full Record Review & Brief (AZ/IZ only)

- Random distribution to ensure impartiality
  - First Review - Random
  - Second Review - by same designator, if first review was not
- Member reviews all fitreps, etc -- annotates highlights on OSR/PSR for tank
- Grades record
- Briefs record in tank

Special Considerations

- Adverse personal knowledge of an eligible
  - Only admissible if documented in record
- No third party correspondence
- Members must brief Letter to the Board and Field Code 17 info in tank

Vote to Tentatively Select

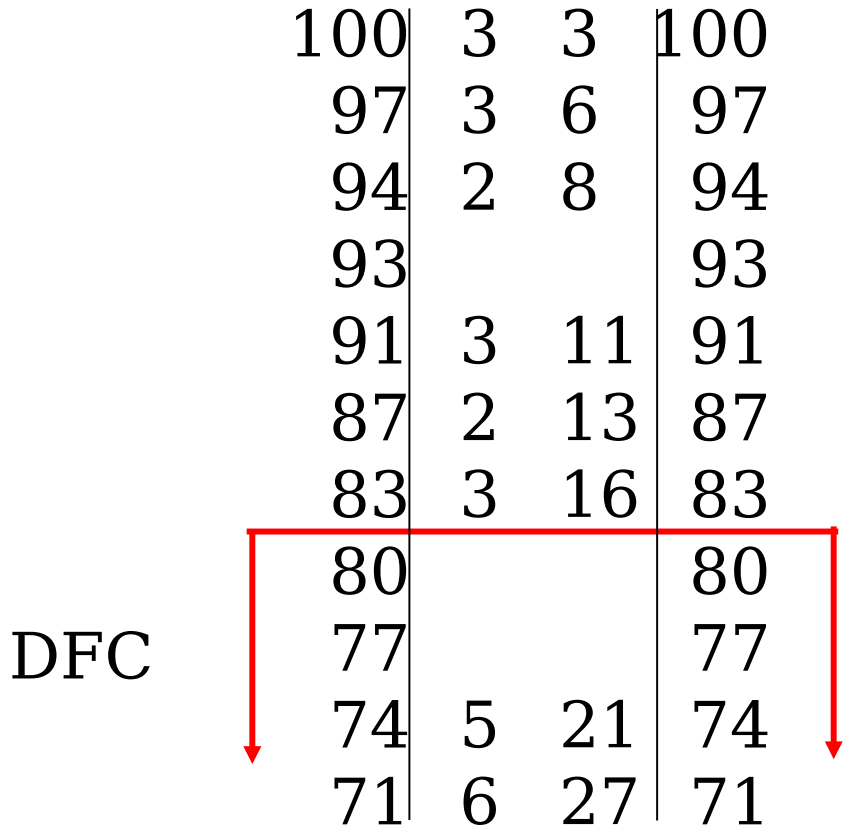
- Follows full review and brief of all AZ/IZ records
- Select top records
- Drop from further consideration low scoring records
- “Crunch” what’s left

SCATTERGRAM

100	3	3	100
97	3	6	97
94	2	8	94
93			93
91	3	11	91
87	2	13	87
83	3	16	83
80			80
77			77
74	5	21	74
71	6	27	71

To select 12

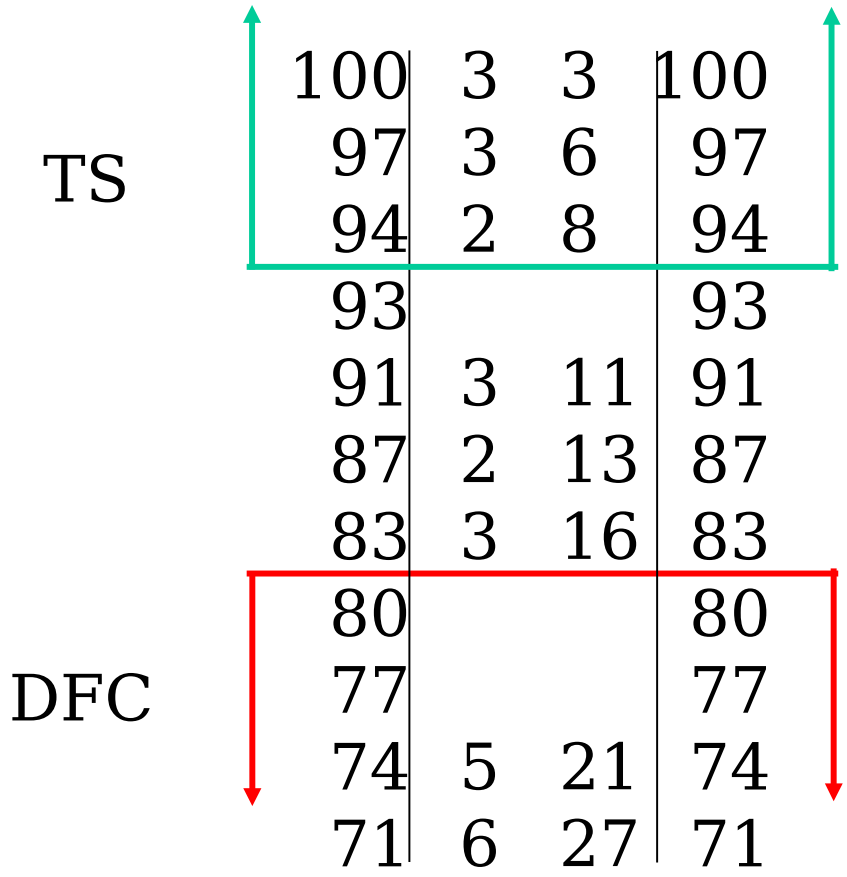
SCATTERGRAM



DFC

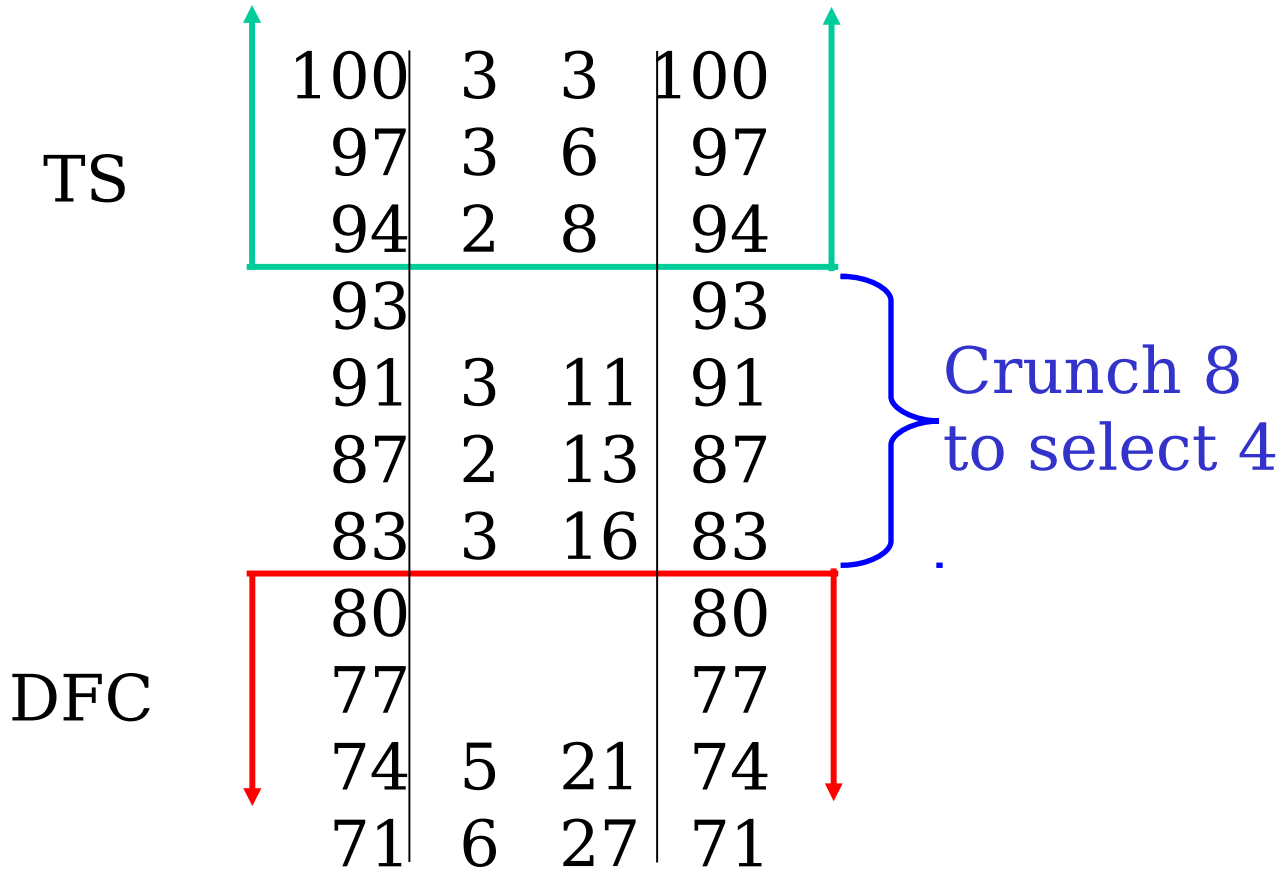
To select 12

SCATTERGRAM



To select 12

SCATTERGRAM



Vote to Brief

(Below Zone Records)

- OSR / PSR projected without any briefer annotations, as the NPC Official Record is recorded!!!! - No scrub by Recorders until after making it into the crunch!
- Usually the first Vote is 100 (Yes) or 0 (No)
- Scattergram is cut and members vote which records are strong enough to join the CRUNCH of In and Above zone records.
- BZ eligibles not selected do not incur a failure of selection

CALLOUT

- Usually conducted by the President and Head Recorder
- Brief Chain of Command on board results
  - Conducted following adjournment
  - SECNAV, CNO, VCNO, CNP Involvement

Nomination Process

Stops in the chain	Reviewing official
CNP	PERS-8 (Sel List), PERS-83 (Adverse Screen), PERS-84 (ROP/Nom/Scroll), DCNPC, PERS-00L (Legal Review), CNP
OJAG	Code 13, OJAG
CNO	CNO Legal, CNO
SECNAV	SECNAV Legal, SECNAV
JCS	Joint Chiefs of Staff (Active Duty 0-4 and above)
DOD	C&D, OEPM, General Counsel, R&A, MPP, FMP, P & R, SECDEF
POTUS	White House Military Office, POTUS
SENATE	Read into Record, SASC, Senate Confirmation (Active Duty 0-4 and above, Reserve 0-6 and above).

When will I get promoted?

- Fiscal year starting monthly in October
- **Estimates published on website**
- Not official until name on monthly NAVADMIN (DOPMA/Recalls etc)
- O-4 through O-6
  - 5% of list monthly for first 8 months
  - 15% of list monthly for last 4 months
- O-3 - First of month two years after LTJG
- CWO-3/4 - First of month four years after 2 or 3

http://www.npc.navy.mil/channels

BUPERS/NPC Homepage - Microsoft Internet Explorer provided by Navy Marine Corps Intranet
File Edit View Favorites Tools Help
Back Search Favorites History
Address http://www.npc.navy.mil/channels
NAVY PERSONNEL COMMAND
Bureau of Naval Personnel
FAQ | Site Map | Log In
SEARCH: GO
Home Boards | Career Info | Officer Assign. | Enlisted Assign. | Support & Services | Organization | Reference Library
Active Duty Enlisted
Active Duty Officer
Administrative
Preparing For Boards
Reserve Enlisted
Reserve Officer
Screen Boards
Selection Board Support
Special Promotions
Spot Promotions
Updates
BUPERS NPC
MISSION FIRST... SAILORS ALWAYS
Intranet
Public/Media
This is an Official US Navy Website
IMPORTANT ANNOUNCEMENTS
New Messages
063/05 FY06 SEAMAN TO ADMIRAL-21 PROGRAM ANNOUNCEMENT
062/05 COLLECTIVE ROUTING INDICATOR (CRI) RUCRNAD RECAP 01 05
BUPERS LINKS
BUPERS Access
BUPERS Online
FOIA
Navy Spouses
NSPS Information
StayNAVY
EXTERNAL LINKS
DoD/Navy Links
LATEST NEWS
StayNAVY website relocates - 03/31/2005
The StayNAVY website is merging with the new Navy Personnel Command (NPC) website, making it easier for users to take control their careers and get the information they need all in one stop.
Navy OneSource celebrates anniversary - 04/01/2005
By JO2 Amie Hunt, Navy Personnel Command Communications Office In

http://www.npc.navy.mil/channels

Active Duty Officer Promotion Boards - Microsoft Internet Explorer provided by Navy Marine Corps Intranet
File Edit View Favorites Tools Help
Back Search Favorites History
Address http://www.npc.navy.mil/Boards/ActiveDutyOfficer/
NAVY PERSONNEL COMMAND
Bureau of Naval Personnel
FAQ | Site Map | Log In
SEARCH:
GO
Home | Boards | Career Info | Officer Assign. | Enlisted Assign. | Support & Services | Organization | Reference Library
+ Active Duty Enlisted
- Active Duty Officer
03 Line
03 Staff
+ 04 Line
+ 04 Staff
+ 05 Line
+ 05 Staff
+ 06 Line
+ 06 Staff
07 Line
07 Staff
+ CWO 3
+ CWO 4
+ CWO 5
+ Administrative
+ Preparing For Boards
+ Reserve Enlisted
+ Reserve Officer
+ Screen Boards
Home > Boards > Active Duty Officer
ACTIVE DUTY OFFICER PROMOTIONS
Welcome to the Active Duty Officer's Promotion Selection Board Home Page.
The April Promotion NAVADMIN has been released. Click on "New Monthly NAVADMIN" link in helpful information to the right.
PERS-4801 Officer Promotions is the sponsor for all statutory officer promotion selection boards. They are statutory as they are required by law, in this case Title 10, U.S. Code.
We also sponsor 2 administrative boards, the active duty LDO/CWO Procurement Board, and the Transfer (Augmentation to USN) & Redesignation Board.
You will need to contact the appropriate sponsor (detailer) for boards such as Command Screen, CO/XO, Department Head (See our FAQ page).
Helpful Information
New Monthly NAVADMIN
Selection Board Schedule
FY-06 Zones
FY-06 Active Promotion Plan
Address for Your Letter to the Board

Help, I'm in zone! What do I do now?

- **Order your record on CD and view OSR/PSR online at:**

  www.bol.navy.mil

  Log onto bupers online to view record

- **Check everything in your record -- if not there, send to the board.**

Maintaining Your Record

- **Check:**
  - **Regular FITREP Continuity**
  - **Awards**
  - **Education Information**
  - **Service Schools**
  - **Special Qualifications (AQDs)**

Letters to the Board

- From the officer to the Board President
- Not needed if your record is ready
- Don’t send volumes -- keep pertinent
- Don’t send anything you don’t want the board to discuss! If you provide it, they can talk about it…

Promotion Observations

- Performance in competitive jobs is the number **ONE** indicator of success - past and future
- Hard jobs are better
- Filling in blocks of OSR is very good:
  - Additional quals
  - Masters/Advanced Degrees
  - Subspecialties
- AVOID NOT OBSERVED FITREPS FOR LONG PERIODS AT WRONG TIME

Fitrep Observations

- Write your FITREP for a board member
- Include career milestones
  - Rank in peer group
  - Awards
  - Don’t use job specific language/acronyms
  - Warfare Qualifications
  - Future billet / promotion recommendations
- Don’t send mixed signals!

Written Comments (Block 41)

A recent Reporting Senior wrote:

"Read this carefully…the rules force me to make him only a Must Promote. He is an Early Promote! He is rated against another O-X who I anticipate will be promoted. Joe's turn is next. Joe would truly be number one in any other setting."

Written Comments (Block 41)

Opening:

“Ranked 1 of 10 hand picked active duty officers.”

Closing:

“He has my strongest endorsement and recommendation for aviation and major command. In addition, he has earned my strongest possible recommendation for accelerated promotion to captain now.”

FITREP Discussion

- REPORTING SENIOR CUM
  - Combines all reports within pay grade
  - Active, Reserve, Line, Staff

- FITREP Point of Contact
  - PERS-311
    - **(901) 874-3317**
    - **Cscmailbox@navy.mil**

Recommendation for Promotion QUIZ?!?!

Promotion Recommendation	NOB	Significant Problems	Progressing	Promotable	Must Promote	Early Promote
42. INDIVIDUAL					X	
43. SUMMARY	0	0	0	0	2	0

OR??

Promotion Recommendation	NOB	Significant Problems	Progressing	Promotable	Must Promote	Early Promote
42. INDIVIDUAL						X
43. SUMMARY	0	0	0	0	1	1

Failure of Selection

MILPERSMAN 1420-050

- Above and In Zone officers only
- Formal FOS Counseling is provided by your detailer when **requested**. Board members and recorders are not allowed to discuss deliberations
- Applies to CWO3 - O6 Boards only

NPC Websites

Each Website Links to Others

www.npc.navy.mil/channels

www.bol.navy.mil

http://www.npc.navy.mil/channels

- Selection Board/Active Officer/ (Paygrade)
  - Eligibles Listing by Zone
  - Precept
  - Membership
  - Release Process (Updated only when changed)
  - Select Message
  - Community Overview Statistics
  - Promotion/ Pay Increment Plan
  - Link to electronic OSR/PSR